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D D / S R E G I S T R A

FILE Meetings!

22 November 1968

## MEMORANDUM FOR THE RECORD

SUBJECT: Briefing on Real Estate Construction Division,  
Office of Logistics -- 8 November 1968

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1. Present were Messrs. Meloon,  O/L; Bannerman,   
 O-DD/S.

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2.  gave the briefing. RECD is a small group of  professionals principally engineers (civil, mechanical and electrical), lawyers, architects and real estate experts. The Division's mission is to provide technical advice on all Agency real estate and construction activity. Their operational approach is first to try to use the facilities of the military or State; second, use the private sector and only as a last resort use an in-house capability.

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3. RECD is responsible for overseas staffing of  engineer/architect positions,  maintenance positions. They have a five-year plan of projected assignments for each of these positions. They maintain a comprehensive dossier for each post. Officers are scheduled for training tailored to the assignment objective of the five-year plan. Uniform reporting procedures for overseas activities have been established.

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4. The Engineering unit operates under the project engineer concept; i.e., one individual is fully responsible for all phases of a project. We try to take advantage of the expertise of six Federal Building Office engineers who are very thinly spread throughout the world. In addition, we have arrangements with 11 private contractors overseas who provide backup around the world.

5. The Division constantly looks into R&D developments in the construction field; for example, work on the airfield dust problem being conducted by military organizations and the use of laser for long-distance surveying. The Division is responsible for approximately  for an overseas plant and tries to upgrade its maintenance program by training at the Naval Facilities Engineering Course. The Division has prepared construction directives for small overseas stations. In FY 1968 statistics for construction

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6. The Division is actively involved in executive interest items such as the new entrance to West Parking, front entrance grill at Headquarters, safety glass at Ames Building and [redacted] the sixth and seventh floors.

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7. Mr. Bannerman suggested that the Division look into the possibility of exploiting the technical ability of other component engineers who are on TDY assignments; for example, Security and Commo engineers.

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[redacted]  
Spécial Assistant to the  
Deputy Director for Support

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